



PURCHASE ORDER

PO Number: 303-1-1136

Requisition Number: 303-1-02635

Order Date: 8/25/2021

Released

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**

accountspayable@tfc.state.tx.us

IF INVOICE IS MAILED, DELAYS MAY OCCUR.

TEXAS FACILITIES COMMISSION

FISCAL MANAGEMENT / ACCOUNTS PAYABLE

P.O. BOX 13047 Austin, Texas 78711-3047

Delivery Location

Other

Attn: Cheryl Taylor

Show numbers on all papers and packages

Referenced Source or Vendor

33133133133

Employee Reimbursement Cheryl Taylor

TFC

1711 San Jacinto Blvd.

Austin, TX 78701

Cheryl Taylor

Phone: 512-463-1735, Fax:

cheryl.taylor@tfc.texas.gov

Employee Reimbursement for fees paid for Architectural and Interior Design License.

Price Per Attached Two Receipts Dated 05/25/2021.

Vendor Information:

34594594599

Description Texas Board Of Architectural Examiners
333 Guadalupe Street, Ste. 2-350
Austin, TX 78701

TFC Contact:

Cheryl Taylor

512-463-1735

Line Items

Description

Reimbursement for Cheryl Taylor for cost of yearly renewal of
Architectural license through State of Texas - #14398.

| Qty | Unit | Unit Price | Start Date | End Date | Total |
|-----|------|------------|------------|-----------|----------|
| 1 | Fee | \$108.00 | 5/1/2021 | 5/31/2021 | \$108.00 |

Vendor Information:

34594594599

Texas Board Of Architectural Examiners

333 Guadalupe Street, Ste. 2-350

Austin, TX 78701

NIGP Class: 963

NIGP Item: 45

Object Class: 210

Reimbursement Type: Reimbursable

Notes: Reimburse employee - Cheryl Taylor

Reimbursement for Cheryl Taylor for cost of yearly renewal of Interior Design license through State of Texas - #8509.

Vendor Information:

34594594599

Texas Board Of Architectural Examiners

333 Guadalupe Street, Ste. 2-350

Austin, TX 78701

| | | | | | |
|---|-----|----------|----------|-----------|----------|
| 1 | Fee | \$105.00 | 5/1/2021 | 5/31/2021 | \$105.00 |
|---|-----|----------|----------|-----------|----------|

NIGP Class: 963

NIGP Item: 45

Object Class: 210

Reimbursement Type: Reimbursable

Notes: Reimburse employee - Cheryl Taylor

Grand Total \$213.00

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

| | |
|----------------------------------|--|
| Agency | TFC |
| Fiscal Year | 2021 |
| Division | Facilities Design and Construction |
| Program | Facilities Design and Construction |
| Phone | 5124631735 |
| Org Code | 0803 - FDC DM Project Manager – GR |
| Type of Purchase/PCC Code | 'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00 |
| Work Order Number | NA |

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

Invoicing Standards

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;

(10) unit numbers corresponding to the original order; and

(11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.

TEXAS FACILITIES COMMISSION INTERNAL PURCHASING

PURCHASER: _____

Jordan, Michelle - CTCD,

(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[.\(Show Terms And Conditions...\)](#)